



Final Invoices and Payments

Date: 12/10/2021

To: Social Security Advocacy and SOAR grantees

From: DHS' Social Security Advocacy and SOAR team

RE: Final invoices and payments

The Minnesota Department of Human Services (DHS) is excited to announce a new, easier to use invoice and payment system for DHS-contracted Social Security advocacy grantees in 2022. More information and training about the new Social Security Advocacy Services Payment System will be available in January 2022.

In the meantime, please continue to enter client information and submit electronic invoices through the current Social Security Benefits Advocacy Provider Payment System as follows.

Current grantees who are NOT entering into a new contract with DHS in 2022

Grantees whose contracts end with DHS on Dec. 31, 2021, for Social Security advocacy and/or SOAR services, and who are not entering into a new contract with DHS to perform this work in 2022 and beyond, will be able to submit client information and electronic invoices into the existing Social Security Benefits Advocacy Provider Payment System through Jan. 31, 2022, for work performed and Social Security Administration decisions made through Dec. 31, 2021. All invoices submitted between Jan. 1, 2022 and Jan. 31, 2022, for work performed before Dec. 31, 2021, will be paid at the current contracted rates.

DHS will not issue any payments for work performed or Social Security Administration approvals secured after Jan. 1, 2022, if you are not entering into a new contract with DHS to perform Social Security advocacy.

Current grantees who are entering into new contracts with DHS in 2022-2027

Current grantees who are entering into new contracts with DHS should continue to use the current Social Security Benefits Advocacy Provider Payment System to enter client information and submit invoices for work performed through Dec. 31, 2021. DHS will continue to use this provider payment system through Jan. 31, 2022, to finish paying invoices for work performed through Dec. 31, 2021.

All work performed under the new contract must be entered into the new Social Security Advocacy Services Payment System starting in January 2022.

For current grantees with a new fully signed contract with an effective date of Jan. 1, 2022, and whose existing clients are awarded Social Security disability benefits after Jan. 1, 2022, DHS will pay the 2022-2027 contracted

rates. Grantees must enter client information and submit an electronic invoice via the new Social Security Advocacy Services Payment System.

The following examples explain how DHS will pay or not pay grantees for their work based on questions we have already received.

Example 1: Your agency started working with a new client on July 18, 2021. Your agency has a current contract with DHS to do SOAR and/or Social Security advocacy work, but decides to **NOT** sign a new contract with DHS starting Jan. 1, 2022. Your agency will NOT receive payment for the client you started working with on July 18, 2021, if the Social Security Administration awards the client and issues a payment to the client after Dec. 31, 2021. Current grantees who do not sign a new contract with DHS to do Social Security advocacy services work will have until Jan. 31, 2022, to submit all final invoices via the current Social Security Benefits Advocacy Provider Payment System to DHS for work performed through Dec. 31, 2021.

Example 2: Your agency currently has a contract with DHS to do SOAR and/or Social Security advocacy work. Your agency started working with a client on Aug. 3, 2021. The Social Security Administration makes a favorable decision for the client on Feb. 5, 2022. Your agency may be paid for this client at the new contracted payment rates found at mn.gov/dhs/ssa/rates – **BUT ONLY IF** your agency has a new contract in place to perform the Social Security advocacy work starting on Jan. 1, 2022. In this example you will need to enter the client information into the new Social Security Advocacy Services Payment System.

Example 3: A hearing for your client is held on Oct. 15, 2021. The Social Security Administration awards and issues your client a Supplemental Security Income back payment on Dec. 29, 2021, and their ongoing SSI payments begin on Feb. 1, 2022. Your agency currently has a contract in place with DHS to perform Social Security advocacy work starting Jan. 1, 2022. You will need to submit an electronic invoice via the Social Security Benefits Advocacy Provider Payment System to DHS as soon as possible but no later than Jan. 31, 2022, for payment at the previous rate.

Example 4: A current grantee who has a new, fully signed contract to perform Social Security advocacy work effective Jan. 1, 2022, is continuing to screen prospective clients in December 2021. They are wondering if they take on a client this month (December 2021), which eligibility criteria should the grantee use when screening the client. Since grantee has a current contract with DHS in place to perform Social Security advocacy and/or SOAR work through Dec. 31, 2021, the grantee must use their current eligibility criteria when they screen through that date. Grantees can begin using different eligibility/screening criteria, if applicable, on or after Jan. 1, 2022.

DHS will accept grantee clients and work performed before Dec. 31, 2021, as long as grantee has a new fully signed contract with DHS. Grantees can begin entering client information into the new Social Security Advocacy Services Payment System at the end of January 2022.

Example 5: Your agency has a current SOAR contract with DHS. A hearing for your client is held on Dec. 10, 2021. The Social Security Administration denies your client's claim on Jan. 3, 2022. DHS will not issue your agency a \$1,000 denial payment because the Social Security Administration made the decision after Dec. 31, 2021. DHS no longer pays SOAR grantees for hearing denials effective Jan. 1, 2022.

Example 6: Your agency currently has a SOAR contract with DHS, and you're wondering how long you will be able to receive the initial \$750 payment if your current contract expires on Dec. 31, 2021. If you have a current

SOAR contract with DHS, you will receive the \$750 initial payment after you enter a client into the Social Security Benefits Advocacy Provider Payment System, upload a completed SSA-1696 and a Medical Summary Report, and help the client file their Social Security Administration application by Dec. 31, 2021. DHS will allow current SOAR grantees to submit invoices to DHS using the Social Security Benefits Advocacy Provider Payment System until Jan. 31, 2022, for work they performed through Dec. 31, 2021. As of Jan. 1, 2022, grantees using the SOAR model will no longer be paid a \$750 initial payment. All grantees will be paid the same rates starting Jan. 1, 2022, no matter which service model they use with clients.

Example 7: Your agency currently has a contract with DHS to do Social Security advocacy and SOAR work. You missed the first deadline to apply for the Social Security Advocacy Services Request for Proposals, but you are applying now for the next deadline of Dec. 31, 2021. You will not be able to invoice DHS for work performed after your contract ends on Dec. 31, 2021, and while you wait for your application to be scored and a new contract with DHS to be fully signed. [Minnesota Statutes, section 16B.98, subdivision 5](#), prohibits any work performed before a contract is fully signed.

Please contact the DHS Social Security Advocacy team via email at DHS.SSAadvocacy@state.mn.us with any additional questions or concerns.